



## DBE Commitments

**(Must be Submitted Prior to Award of Contract)**

Award Date \_\_\_\_\_

Key Number	Project Number	Location		
Contractor		Contractor EEO Officer		Contract Amount \$
				FA Amount \$
Preparer's Signature			Date	Phone Number

If goals are not met, it is mandatory that pages 5 and 6, titled "Summary of DBE Good Faith Effort," be completed. Failure to complete these forms will prevent contract award. Refer to Civil Right Special Provisions, Part III, for more detail. Award of contract is contingent on good faith efforts to provide opportunity for DBE participation in this project.

Goal for DBE subcontractors and suppliers for this project:     \$ \_\_\_\_\_ ( \_\_\_\_\_ %)

### Part I. Summary of DBE Goal Attainment

1. One hundred percent (100%) of total amount to be subcontracted to DBE subcontractors ..... \$ \_\_\_\_\_
  2. One hundred percent (100%) of total amount to be paid DBE equipment leasers ..... \$ \_\_\_\_\_
  3. One hundred percent (100%) of total amount to be paid to DBE Manufacturers  
(e.g., asphalt emulsions, cutback asphalts, fabricated signs, etc.), or delivery companies ..... \$ \_\_\_\_\_
  4. Sixty percent (60%) of total amount to be paid to DBE regular dealers/suppliers ..... \$ \_\_\_\_\_
  5. Net fee of DBE brokers or bonding agents ..... \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_ ( \_\_\_\_\_ %)

### Do Not Write In Box – For Department Use Only

Federal Aid % _____	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	By _____	Date _____
Idaho Transportation Department				
Federal Aid \$ _____				

**Note: Supplies and/or equipment purchased or leased by a DBE firm from the Prime Contractor or its affiliate cannot be counted towards the project goal.**

**Part II: Subcontractors (List All Solicitations and Quotations, Including Non-DBE)**

Name and Address of Subcontractor (Quotes Solicited From or Received From)	DBE	Non-DBE	Items Quoted (List by Contract Item Numbers and Briefly Describe Proposed Work)	Amount Quoted By Subcontractor (If No Response, Enter NONE)	Commit to Use (Enter YES or NO)	If DBE Subcontractor is not Selected, Describe Why

Part II: Subcontractors (Cont'd)

Name and Address of Subcontractor (Quotes Solicited From or Received From)	DBE	Non-DBE	Items Quoted (List by Contract Item Numbers and Briefly Describe Proposed Work)	Amount Quoted By Subcontractor (If No Response, Enter NONE)	Commit to Use (Enter YES or NO)	If DBE Subcontractor is not Selected, Describe Why

Part III: Supplies, Manufacturers, Leasers, and Delivery Firms

Name and Address of Company (Quotes Solicited From or Received From)	DBE	Non- DBE	List Items to be Supplied (S), Leased (L), Manufactured (M), or Delivered (D) by Contract Item Numbers and Briefly Describe Proposed Items		Amount Quoted (If No Response, Enter NONE)	Commit to Use (Enter YES or NO)	If DBE is Not Selected, Describe Why
				S-L-M-D			

## Summary of DBE Good Faith Effort

If the dollar value goals for DBE participation in this project have not been met, the Contractor is required to complete the following questions to describe efforts to obtain DBE participation. Each following effort will require an explanation. **Copies of correspondence, return receipts, telephone logs, or other documentation will be required to support good faith efforts.**

Attach Additional Sheets, If Necessary

1. Has the Contractor advertised in general circulation, trade association, and minority-focus media concerning the subcontracting opportunities? Explain.
  
  
  
  
  
  
  
  
  
  
2. Has the Contractor provided written notice to a reasonable number of specific DBEs that their interest in the contract was being solicited in sufficient time to allow the DBEs to participate effectively? Submit a copy of all correspondence soliciting bids from DBEs. Explain.
  
  
  
  
  
  
  
  
  
  
3. Has the Contractor followed up initial solicitation of interest by contacting DBEs to determine with certainty whether the DBEs were interested? Submit telephone logs, letters, etc., to document follow-up activity.
  
  
  
  
  
  
  
  
  
  
4. Has the Contractor selected portions of the work to be performed by DBEs in order to increase the likelihood of meeting the DBE goal, including, where appropriate, breaking down contracts into economically feasible units to facilitate DBE participation? Explain.
  
  
  
  
  
  
  
  
  
  
5. Has the Contractor provided interested DBEs with adequate information about the plans, specifications, and requirements of the contract? Describe what action was taken.

## Summary of DBE Good Faith Effort (cont'd)

6. Has the Contractor negotiated in good faith with interested DBEs, not rejecting DBEs as unqualified without sound reasons based on a thorough investigation of their capabilities? Explain.
7. Has the Contractor made efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance required by the Idaho Transportation Department or Contractor? Explain.
8. Has the Contractor made efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services?
9. In addition to Number 1 above, has the Contractor effectively used the services of available minority community organizations; minority contractors' groups; local, state, and federal minority business assistance offices; and other organizations that provide assistance in identifying and subcontracting with DBEs? Explain.
10. Describe any other efforts not covered by Numbers 1 through 8 above that may indicate the Contractor's affirmative action to obtain DBE participation in this project.